

<h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT</h2> <h3 style="text-align: center;">Reissue</h3>		広報番号： Announcement No.	SRFJRM-038-09(R2)	
		募集締切日： Closing Date	2 Sep 09 1 st Cut-off: 22 Jul 09 2 nd Cut-off: 12 Aug 09	
		発行日： Date of Issue	2 Jul 09	
1.職種名 Job title (等級 Grade <u>10</u> / 語学等級 LAD <u>4</u>) <h2 style="text-align: center;">Industrial Engineer, #529</h2> <p style="text-align: center;">(産業技師)</p> <p style="text-align: center;">受諾可能な下位等級 Acceptable Trainee Level: 1-8</p> <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 事務系 Administrative <input type="checkbox"/> 技能系 Blue Collar Trade <input type="checkbox"/> 保安系 Security <input type="checkbox"/> 医療系 Medical </div>		募集人数 No. of Recruitment <h2 style="text-align: center;">1 名</h2>	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant	
2.部隊 Activity U. S. Naval Ship Repair Facility & Japan Regional Maintenance Center, Yokosuka, Production Department (C300), Shop Division (C350) 勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka		** Those who applied for the V/A No. SRFJRM-038-09(R) need not to re-apply.		
3.勤務時間 Work Schedule (週 <u>40</u> 時間制 hrww) 勤務日 Work Days: Monday thru Friday 月曜日 – 金曜日 勤務時間・休憩 Work Hours/Recess Period: 08:00-16:45/12:00 – 12:45 <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business Travel		5.雇用の種類 Type of Employment <input checked="" type="checkbox"/> MLC <input type="checkbox"/> IHA <input type="checkbox"/> HPT <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (<u> </u> カ月 Months)		
6.職務内容 Duties <h2 style="text-align: center;">See attached sheet</h2>				
7.資格要件/身体条件 Qualification/Physical Requirements a. One year of specialized technical or administrative work experience equivalent at 1-9 level in the related work. b. Must be a college or university graduate with specialized education in architectural, naval architecture, civil, mechanical, electrical, or related engineering field, or possess an official engineering license. c. Knowledge of SRF-JRMC facility and equipment functions, procedures, policies and organization structures, etc. d. Knowledge of IPE maintenance, service craft, drydock certification and overhead budget system under C350's responsibility. e Skill in oral and written communication sufficient to serve as a consultant to Group Masters, Shop Heads and other key personnel concerning industrial plan equipment. f. Ability to analyze industrial process and tooling requirements to develop long-range programs for new methods and facilities. g. Ability to develop facilities projects or Military Construction Projects and to review PWC/Commercial designs of facilities projects to ensure accuracy and compatibility with SRF planning goals. h. Ability to prepare SRF overhead budget and administer expenditures for operation and maintenance of the production department. i. Ability to supervise subordinate employees. j. Ability to speak, read, and write English at fluent proficiency level. (LAD-4) *An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below. 1-9: One year of specialized technical or administrative work experience equivalent at 1-8 level in the related work. 1-8: One year of specialized technical or administrative work experience equivalent at 1-7 level in the related work. In addition, qualification #b for 1-10 level is also required at 1-9/1-8. *A handicapped applicant may be accepted, depending upon the degree and kind of disability.				
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input checked="" type="checkbox"/> 特段の能力 <div style="text-align: right;">Exceptional</div>				

学歴 Educational Background : 7/8 欄参照 See blocks 7 & 8	免許証／修了証 License/Certificate Required : 7/8 欄参照 See blocks 7 & 8
---	---

8.提出するもの Application and Associated Documents		職務状況 Working Condition
* <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience *の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either <input type="checkbox"/> 運転免許証の写し Copy of Driver's License <input checked="" type="checkbox"/> 大学卒業証明書又は卒業証書の写し（建築、造船工学、土木、機械、電気科等）又は関連分野における公的な免許状の写し Copy of Educational Background (architectural, naval architecture, civil, mechanical, electrical or related engineering fields) OR official license in a related field. <input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy) <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.) <input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy		
9. 応募書類提出先 Office to Submit 内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、午後 0600 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600 to 1800.): （注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意下さい。 When item #4, “Area of Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible. 1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to: 〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22 米海軍横須賀基地日本人雇用課 (N132) COMNAVJFORJAPAN, Human Resources Office (HRO) Yokosuka 内線/Extension 243-8152 JN Employment Division (N132) 2. 外部（非従業員）提出先 Off Base Applicants must submit to: 〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka (独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA 管理第一係 Management Section 電話番号 Phone 046-828-6959 受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) *雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment.		
10. 事務処理欄 For Official Use		
募集部隊担当者 Activity POC : SRFJPMC Code 1160 軍電 (DSN) 243-4554 / 4553		
PD No.:SRFJPMC-350-001	PD is accurate and current. Certified by Activity: rh	HRO: (11/26) mm 12/3 12/5 (2/20)mm2/20 ms 2/20 (7/1)mm7/2 ms 7/2

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.
 提出された応募書類はお返ししません Submitted applications will not be returned.

1. Analyzes industrial processes and tooling requirements to develop long-range programs for new methods and facilities. Conducts engineering studies to develop facilities projects or Military Construction Projects for review by the SRF Facilities Development Board prior to submission of the projects to higher authority for approval and funding. Reviews PWC/Commercial designs of facilities projects to ensure accuracy and compatibility with SRF planning goals. Initiates implementing procedures and conducts follow-up to ensure completion of the project within allocated funds and time.

2. Originates and develops new and improved industrial processes to enhance production capabilities in all shops, quality of products, improved efficiency and environmental safety. Acts as consultant to Group Masters, Shop Heads and other key personnel concerning industrial plant equipment. Designs equipment or modifies design of existing machinery and equipment to meet specific requirements and/or modernization.

3. Prepares SRF overhead budget (approx. \$14 million annually) and administers expenditures for operation and maintenance of the production department. Prepares IPE/Non-IPE Budget for submission to higher authority.

Muse be a college or university graduate with specialized education in architectural, naval architecture, civil, mechanical, electrical, or related engineering field, or possess an official engineering license.